



VESIT NAAC meetings <vesit.naac.meetings@ves.ac.in>

Discussing NAAC SSR criteria and the data requirements

1 message

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30 April 2021 at 14:52

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Cc: principal.vesit@ves.ac.in, m.vijayalakshmi@ves.ac.in

Dear all,

As discussed in the HoDs, DyHoDs and NAAC team meeting held on 27th April 2021, the schedule for **discussing NAAC SSR criteria and the data requirements** between the HoDs and the Criteria heads is as given below.

The criteria heads are requested to come prepared to the meeting with :

1. Criterion information filled (QIM, QnM, data)
2. If there is any specific data requirement or any point to be discussed with the HoDs and Dy Hods and NAAC team to clear doubts and get clarification.

All the meetings will be held 3 pm onwards.

Google Meet joining info : <https://meet.google.com/zyn-wohf-eob>

3rd May 2021 - Monday - Criteria 2

4th May 2021 - Tuesday - Criteria 6

5th May 2021 - Wednesday - Criteria 4

6th May 2021 - Thursday - Criteria 1

7th May 2021 - Friday - Criteria 7

8th May 2021 - Saturday - AAA meeting

10th May 2021 - Monday - Criteria 3

11th May 2021 - Tuesday - Criteria 5

Regards,

NAAC Team





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Date: 11/05/2021

MINUTES OF THE IQAC-NAAC SSR CRITERIA MEETINGS HELD FROM 03/05/2021 TO 11/05/2021

The meetings of NAAC committee members and SSR criteria coordinators was held from 03/05/2021 to 11/5/2021 in online mode using Google Meet.

Following members were present in the respective meetings:

Sr No.	Name of Faculty	Role in NAAC
1.	Dr. Nupur Giri	NAAC- Coordinator
2.	Dr. Rajani Mangla	NAAC Steering Member
3.	Dr. ShivKumar Goel	NAAC Steering Member - Absent
4.	Prof Naveeta Kant	Criteria I (Curricular) Coordinators
5.	Prof. Sangeeta Prasanna	
6.	Dr.C.D. Rawat	Criteria II (Teaching Learning and Evaluation) Coordinators
7.	Prof. Abhay Kshirsagar	
8.	Dr. Nadir Charniya	Criteria III (Research Innovation) Coordinators
9.	Dr. Parmeshwar Birajdar	
10.	Dr. Ramesh Kulkarni	Criteria IV (Infrastructure) Coordinators
11.	Prof. Vivek Umrikar	
12.	Prof. Smita Jangale	Criteria V (Student support and progression) Coordinators
13.	Prof. S.B Singh	
14.	Dr. Gresha Bhatia	Criteria VI (Governance Leadership And Management) Coordinators
15.	Dr. Keya Doshi	
16.	Dr. Rajani Mangala	Criteria VII (Institutional values and best practices) Coordinators
17.	Dr. Maya Bhatt	





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Agenda of the meeting:

To discuss NAAC SSR criteria and data requirements with IQAC in detail and assess progress status.

The following points were discussed in the respective meetings with NAAC SSR criteria coordinators:

1) Meeting-1: NAAC criteria-II (06/05/2021)

- It was decided that TLP requires IQAC verification and approval.
- The appointment letters should be updated.
- CO, PO, PEO should be mapped for post graduate courses.
- Mentor mentee reports have to be updated.

2) Meeting-2: NAAC criteria-VI (03/05/2021)

- The organization chart has to be finalized and approved by IQAC.
- The sample certificates collected from faculty should not exceed 5 MB.
- IQAC event list is to be ratified.
- AAA and AQAR formats are under process and the work on it is carried out by Dr. Shalu Chopra and Dr. Dhanamma Jagli.
- It was suggested that there is need for administrative audit and a committee should be made to carry out the audit.

3) Meeting-3: NAAC criteria-IV (10/05/2021)

- The proofs for expenditure related to infrastructure should be attached.
- It was suggested that centralised database for datasets could be new infrastructure created.





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- Lab Equipment Tool has to be shared with HOD's and has to be sent to IQAC for approval.
- Maintenance diagrams have to be sent to IQAC for approval.
- Scrap part needs to be included along with HOD's role.
- The audit reports should be updated.

4) Meeting-4: NAAC criteria-I (05/05/2021)

- There should be uniformity in the data provided for all departments. For each program: academic calendar, time table, syllabus, courses etc. have to be made available at the website.
- The hard copy and the soft copy of feedback forms should be sent by criteria heads to IQAC for approval.
- The methodology to be defined should be discussed for assessment by academic council and action taken report should be created.

5) Meeting-5: NAAC criteria-VII (11/05/2021)

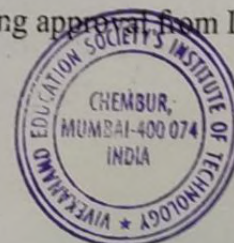
- "VESIT Best Practice Tab" needs to be created at the website and all green initiative reports have to be updated.
- Code of Conduct should be listed on the website.
- The annual reports of Institute Innovation Council (IIC), Women Development Cell (WDC) should be integrated in website.
- Student and faculty handbooks require to have colour codes and should be sent for approval to IQAC.

6) Meeting-6: NAAC criteria-III (04/05/2021)

- The grants sanctioned by trust / sister consultancy should not be considered.
- The research work carried out by the faculty members should be regularly updated on the website after seeking approval from IQAC.
- The criteria coordinators should ensure that there should be any duplication of publication data.
- The sub-criteria coordinators of the all the departments should ensure that Google Scholar/Orchid data is current and updated.

7) Meeting-7: NAAC criteria-V (07/05/2021)

- The policy document of the higher educational institutions for award of scholarships and free ships should be uploaded on website after getting approval from IQAC.





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- The audited financial reports on scholarships and free ships should be approved from IQAC.
- The placements through higher educational institutes placement drive, pool campus interviews and recruitment drives at other colleges can also be considered as a part of placement process.
- The data containing a list of students placed along with placement details such as name of the company, compensation, etc. year wise should be made available for record purpose.
- The data containing multiple job offers to the same student has to be counted only once.

8) Meeting 8 : NAAC -Lab Assistant Meeting for Criteria 4 (08/05/2021)

- Lab Tool Handover and Updation.
- Network requirement and Policy document for Internet Security.
- Networking and Maintenance infrastructure.

9) Meeting 9 : NAAC - Website Meet for all criterias (08/05/2021)

- NAAC requirement Discussed.
- New tab requirements and also updation/edit of some tabs.

NAAC Coordinator

IQAC Coordinator

IQAC Chairperson

